

STANDARD FORM NO. 64

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TO : Director of Training

DATE: 14 May 1957

FROM : Deputy Chief, Plans and Policy Staff

SUBJECT: Results of Planning Conference

1. On Friday morning, 10 May, School and Staff Chiefs met to consider three agenda items:

a. Development of agenda for meeting between DTR and D/Pers.

b. Consideration of Plans to meet possible future T/O reduction.

c. Staff study proposed by DC/PPS

2. The following topics were suggested for inclusion on the agenda of a meeting between DTR and D/Pers.

a. JOT Program - [] noted that he was in the process of preparing a staff paper for Mr. Baird setting forth JOT problems to be discussed with the D/Pers. He also suggested that the question of providing overseas slots for JOT's become an item on the agenda, and he indicated that this topic would not be included in his staff paper. In essence, the problem concerning overseas slots for JOT's derives from the fact that use of such positions would prolong the period during which the JOT remains in the Program.

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b. Administrative Branch - [] indicated that he was providing Mr. Baird with information regarding the authority for fifteen slots currently available to OTR in addition to the authorized T/O. It was agreed that this authorization should be discussed with the D/Pers and a strong justification made for the continuation of this arrangement. The second item proposed by [] was the problem of continuing personnel

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rotation among the Clandestine Services, DD/I, DD/S and OTR under the restrictions imposed by the Career Service Staff Authorization (CSSA). [] discussed this problem in detail and, at [] suggestion, agreed to prepare a staff paper on this problem with recommendations to the DTR.

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c. Operations School - [] suggested that D/Pers be advised that the Clandestine Services were turning up excellent assignments for OTR instructors as they became eligible for rotation; however, replacements for these instructors continue in short supply. Of particular significance is the increasing demand for covert training, the current reduction of the covert training staff due to rotation from OTR to DD/P, and the lack of replacements for these instructors on a man-to-man basis. [] also suggested that Mr. Stewart be made aware of the problem of freeing a GS-15 slot presently occupied by []. [] further suggested that the question be raised with Mr. Stewart as to whether OTR should continue to keep instructors in positions to train CS personnel in such activities as [] [] etc. when we have no current requirement for such programs. The philosophy has been to maintain a capability for such training even though there has been no requirement.

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d. School of International Communism - [] suggested that Mr. Stewart be made aware of the fact that SIC has much the same problem that the Operations School has in acquiring top-flight people as instructors for their programs.

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e. Language and Area School - [] made the point that IAS faces a big expansion in the after-hours language program and that there have been indications that OP believes that OTR is making excessive use of contract personnel. It was suggested that OTR seek Mr. Stewart's approval for the use of contract instructors in the after-hours and other language programs on the basis that this is the most efficient and effective way of meeting OTR's language requirements.

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25X1 f. Intelligence School - [] proposed that DTR advise Mr. Stewart of his discussions with Mr. Amory regarding the orderly rotation of five to six DD/I officers annually, in order to carry out current and projected programs of IS. Mr. [] also suggested that Mr. Stewart should be advised that OTR is currently re-examining the training needs within the Office of Personnel. This is being done concurrently with a review of OP's prepared list of on-the-job and formal training programs. [] commented that there were some 90 to 100 programs on this list.

25X1 3. Consideration of Plans to Meet Possible Future T/O Reduction.

25X1 Each of the School and Staff Chiefs proposed a number of ways in which they could reduce their current T/O. These proposals were discussed in some detail and in each instance the impact of such reductions on current programs was identified. It was agreed that this problem would be more thoroughly reviewed by School and Staff Chiefs during the next two weeks and by the 24 of May they would be prepared to make a formal presentation of their activities in terms of relative priority and the number of positions that could be saved by curtailing or eliminating particular activities within the Schools and Staffs. [] volunteered to discuss this problem individually or collectively with the School and Staff Chiefs during the interim period if they so desire.

4. Staff Study Proposed by DC/PPS

Due to the time devoted to the first two items on the agenda, it was agreed to hold a subsequent meeting on the staff study during the week of 13 May. This meeting has now been set for two o'clock on Wednesday, 15 May, in the Conference Room. All components will be represented with the exception of SIC, AB and JOT.

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